

JONESTOWN WATER SUPPLY CORPORATION  
BOARD OF DIRECTORS MEETING MINUTES  
TUESDAY, SEPTEMBER 8, 2020

1. President Gregg Newcombe called the meeting to order at 7:03 pm.

Board members present: Gregg Newcombe, John Riddle, Tim Hawkins, Nadia Wills, Dave Stewart, Liane Popham, Don Swayne, Amy Fitzgerald, Bruce Covill.

Board members absent: none

Staff present: John Tichi and Karissa Kornegay

Members present: None

Others present: None

1. A Set Date of Next Regular Meeting – October 13, 2020.

2. Members and /or Public Comment:  
None.

3. Approve Minutes

b) A motion was made to approve the Special Meeting minutes of July 20, 2020.

Motion made by Amy Fitzgerald.

Seconded by Nadia Wills.

The motion passed unopposed.

a) A motion was made to approve the Regular Meeting minutes of August 11, 2020.

Motion made by Bruce Covill.

Seconded by Tim Hawkins.

The motion passed unopposed.

4. Financial Matters.

a) Secretary's Treasurer Report.

No report.

b) Approve Bills, Invoices and Other Payables.

A motion was made to approve the Bills, Invoices and Other Payables.

Motion made by John Riddle.

Seconded by Don Swayne.

The motion passed unopposed.

c) Discuss/Approve Budget Amendment(s).

N/A

5. President's Report Concerning Corporate Affairs.

President Newcombe gave the Board a brief recap of some of the recent items discussed and outlined several initiatives he intends to address in the near future, including our relationship with the City of Jonestown and our request for the rezoning of land designated for the new water treatment plant. He

also reported that he, Dave Stewart, and Tim Hawkins had met with the intention of getting formal approval from the LCRA for the floating water intake location. He stated that the required documents had been sent to the LCRA Real Estate Group and that he would be in contact with them regularly to see the request to its completion.

Regarding the JWSC Roadmap Initiative, President Newcombe reported that he had added the capacity issue and 2 other items suggested by Dave Stewart – the Drought Contingency Plan and the Water Contingency Plan. He indicated that an updated copy of the JWSC Roadmap Initiative would be distributed at the October meeting.

6. Staff Report Concerning Operations and Management.

a) General Manager.

Regarding the Raw Water Line project, General Manager John Tichi reported that the underwater connection by Chapman Marine did not go as planned so they had opted for an above-water connection of the Raw Water line.

John Riddle asked several questions regarding zebra mussels and how they are affecting our water lines. Dave Stewart responded that he is aware of studies where zebra mussels have been found not to be able to adhere to HDPE pipe as easily as other types of pipe. He indicated that he did not believe there was cause for concern in our system.

Regarding the South Jonestown Hills/Tip Top water line replacement, Tichi indicated that the project would be completed in approximately 3 weeks.

Nadia Wills asked if we had sent in the application to the TCEQ for alternative capacity and Tichi responded that we had.

Regarding the new water treatment plant, President Gregg Newcombe added a short chronology of the process by which the JWSC would proceed, including preliminary engineering and associated costs, an analysis and re-structuring of the JWSC water rates, application to CoBank for a construction loan and then the implementation of a subsequent rate increase. (report attached).

Regarding his outside employment with Buchanan Lake Village water company, Tichi explained that he and another JWSC employee, Tony Simons, both work for Buchanan Lake Village water company, and that they comply with the JWSC policy regarding outside employment. He added that he would be “hanging up the spurs” in the near future. John Riddle asked when that anticipated date would be, and Tichi responded that it could be as soon as 6 months or some time before next summer.

b) Office Manager

No report.

7. Committee Reports

No report.

8. Old Business

a) Discuss/Approve Interlocal Cooperation Policy.

General Manager John Tichi explained why he thought this item should be removed from the agenda, stating that our attorney had advised against it, citing that it would not be legally binding. He added that

we could opt for a franchise agreement with the City and recommended that we pursue that line of action, stating that it would be mutually beneficial to both the JWSC and the City of Jonestown.

9. New Business

a) Discuss/Approve closing BBT Debt Service account and transferring Debt Service funds to another BBT account.

After a brief discussion, a motion was made to close the BBT Debt Service account and transfer all funds from that account to the Replacement Reserve account.

Motion made by Amy Fitzgerald.

Seconded by John Riddle.

The motion passed unopposed.

b) Discuss Revising the JWSC Certificate of Deposit Policy

After a brief discussion, it was determined that this item should be tabled to the October 13<sup>th</sup> meeting to provide time for Secretary/Treasurer Liane Popham and staff to produce an investment policy to be voted on at that time.

c) Discuss/Approve designating term limits for JWSC Officers

President Gregg Newcombe directed the Board's attention to the handout in the Board packet regarding term limits for officers. A general discussion about the matter ensued. After the Directors had given their opinions, President Newcombe determined that this item should be tabled to the October 13<sup>th</sup> meeting to provide time for him to construct a policy to be voted on at that time.

d) Discuss/Approve Requiring Directors to complete Open Meetings Act Training and Public Information Act Training upon election, appointment, or re-election.

General Manager John Tichi explained to the Board that as a matter of law, all Directors are required to complete Open Meetings and Public Information Act training when they are first elected or appointed to the board. He added that it was his opinion and that of JWSC staff, that it would be beneficial for Directors to be required to repeat this training upon election, re-election and appointment each time. He also added that he believed a person should complete the training as well when appointed as an officer. Several directors agreed that repeating the training every 3 years would be a good idea. The item was tabled to the October 13<sup>th</sup> meeting to provide time for staff to construct a policy to be voted on at that time.

e) Discuss/Approve Initiative to Return Fire Hydrant Project Overage Payment to the Travis County ESD #1.

After some discussion, a motion was made to approve the Initiative to Return Fire Hydrant Project Overage Payment to the Travis County ESD #1.

Motion made by Gregg Newcombe.

Seconded by Dave Stewart.

The motion failed with 7 opposed, 1 in favor (Newcombe) and 1 abstained (Stewart).

10. Adjournment.

A motion was made to adjourn.

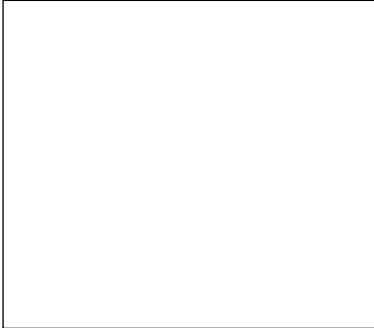
Motion made by Don Swayne.

Seconded by Liane Popham.

The motion passed unopposed and the meeting was adjourned at 9:04 pm.

Minutes taken by Karissa Kornegay.

**PASSED AND APPROVED AT THE REGULAR MEETING HELD ON OCTOBER 13, 2020.**



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Gregg Newcombe, President

ATTEST:

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Liane Popham, Secretary